

Rancho Adobe Fire Protection District

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**NOTICE & AGENDA OF THE REGULAR BOARD MEETING
FEBRUARY 16, 2022 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

**MEETING CONDUCTED VIA TELECONFERENCE FOR ALL BOARD DIRECTORS, STAFF
AND MEMBERS OF THE PUBLIC.**

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

President, Michael Gadoua, called the Regular Board Meeting to order at 7:02 p.m. The agenda for this meeting was posted on February 11, 2022.

Directors Present: Mark Hemmendinger, Michael Gadoua, Leslie Cozad, Bret Herman, Brian Proteau, and Ray Peterson (arrived at 7:32 p.m.)

Directors Absent: Carla Grube

Minutes Conducted by: Jennifer Bechtold

II. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no public comment.

B. Correspondence and/or Presentations

Board correspondence was located in packets.

III. APPROVAL OF MINUTES

A. Regular Meeting of January 19, 2022

Motion moved by Mrs. Cozad and seconded by Mr. Herman.

Motion Carried: Aye 5 No 0 Abstain 0 Absent 2

IV. CONSENT CALENDAR

A. Ratification of Checks Issued

Motion moved by Mr. Hemmendinger and seconded by Mrs. Cozad.

Motion Carried: Aye 5 No 0 Abstain 0 Absent 2

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Gossner reported the following:

- January – responded to 231 calls, majority good intent and many to SSU.
- He and on-duty BC have been attending the weekly meetings held by the Sonoma County Medical Director. Moving forward, these meetings will change to every other week.
- Chris Godley from the County holds weekly situational meetings, and Chief and staff participate in these meetings.
- Matt Achen and Eric Henneberque are now in background for two of the full-time firefighter positions.
- Chief held a meeting with the Chiefs of Sonoma Valley, Sonoma County Fire and Gold Ridge to discuss consolidation.
- ALS program –met with our EMS committee to review ‘skinny’ MOU regarding our intent to go ALS. Many items in the process have been on hold up until last week. Held a meeting with our attorney to ensure nothing has changed at the state level to review MOU. This also affects any department who wants to stand up to ALS in the future and ensures a smooth transition.
- BLS program – was a bit difficult to get data needed and then it was raw data. Of 78 days that could have been staffed by RAFD, only 29 were staffed. This generated \$15K in revenue, or about \$517 per day. If the BLS were fully staffed, we would have generated \$40K in revenues. Chief continues to work with PFD and our billing company and will look closer in May at the previous quarter. One other issue is the pay difference with PFD, which is about \$2/hour. We may bring this information to the Board in March.
- Two FF/paramedics resigned in the past week. FF Bunch going to Novato and FF Osborne is going to Sac Metro. Exit interviews were conducted and we wish them well. We are still in the recruitment process for FF/medics.
- Chief met with the either staff members of SSU and BC Taylor today to discuss the false alarms. They are currently working with engineering to see if we can change call volume. SSU seems to be doing what they can to resolve the issues. Chief Gossner will be sitting down with the Police Chief next week.
- On March 6th, the park and ride in Penngrove (on our back lot) will be closing. County has installed gates for us and we will close these that evening. The property has been noticed. We currently have one trailer there we will have to deal with, along with 3-11 cars who park in the lot per day. Supervisor Rabbitt was concerned about us closing the lot and Chief has been in touch with him.

Mr. Hemmendinger asked if we get into additional billing on the BLS, would this take more staff time on our part. Chief Gossner replied, yes but it should not take too much more time. Chief Gossner noted that he had coffee with Mr. Gadoua and Mr. Proteau last week, and they plan to do this monthly to discuss current events.

B. Director Reports

There were no Director’s Reports.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger said it appears we are going to be \$500K higher in wages and benefits than projected, which is mostly due to strike team participation. Our permanent positions are still on target, though strike teams do affect our overtime and part-time help budgets. Supplies and services could end up with a surplus of around \$250K depending how much we spend in those categories. Revenues are on target with the exception of strike teams, which is about \$700K higher than budgeted. Adding all these figures together, we will be slightly to the good at the end of the year but not as significantly as we had previously thought. Mr. Hemmendinger continues to work on the five-year plan. Mr. Proteau asked when budget meeting would be held and requested the committee

drill down on some of the amounts that are left over and adjust them in the coming year. Mr. Hemmendinger replied that he has already begun rolling some of these budget figures back in the five-year plan. He also wants to look more closely at budgeting for unanticipated events, which we used to do more in the past when we had little money. Mr. Hemmendinger feels we need to remove the \$25K deductible from the budget, and he will address this with the budget committee.

b. Negotiations

No report filed.

c. Equipment

No report filed.

d. Legislative

Mr. Gadoua noted an article came out on January 20 from Governor Newsom regarding climate change affecting wildfires and the state will possibly be dumping more money into this budget.

Mr. Hemmendinger noted that Cal-OSHA is finally beginning to finalize some of the firefighter changes to their standards. This should be coming out in the next month and mainly has to do with safety gear. This may cost us money depending which direction they go. He will advise staff and Chief Gossner once he has specific information.

e. Chief's Evaluation

No report filed.

f. Long Range Planning

Mr. Hemmendinger reported the LRPC met earlier in the month and the meeting was well attended by those on the committee. The meeting started out with some short-term and long-term planning. The main takeaway, as shown under New Business, is developing the criteria for new Chief as well as the direction Chief Gossner is leading on consolidation.

g. Capital Improvements

Mr. Proteau noted that he is working on setting up contracts for contractors. He has not heard from mechanical engineer as of yet.

D. Firefighters' Association Report

Mr. DeJong noted that in August the Association started in high gear to rewrite the bylaws. By December, a draft was out to members and the past two months some modifications have been made. Yesterday a meeting was held to finalize changes and on March 1st, there will be a vote to finalize bylaws.

Mr. DeJong also commented six drafts have been received with regard to the Chadwick trustee and beneficiary agreements. The last revision was also incorrect, so the hope is this will be finalized after the next draft, which is being worked on by attorneys. I hope that then the Association can complete the sale of one of the properties.

E. Firefighter's Union Report

Captain Gromala said it is sad we lost two firefighters but also happy for them as they took great jobs elsewhere.

VI. **NEW BUSINESS**

A. Resolution R-8 Authorizing Remote Teleconference Meetings February 20, 2022 through March 20, 2022

Mrs. Bechtold commented with all the changes to county protocols and relaxing of mask mandates and gatherings, we should go back to in-person meetings in March. She noted it is ok to pass this resolution just in case things change before March. The Board was in favor of this.

Motion moved by Mr. Hemmendinger and seconded by Mrs. Cozad.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Roll Call:

Mr. Peterson – aye
Mrs. Cozad – aye
Mr. Herman – aye
Mr. Proteau – aye
Mr. Hemmendinger – aye
Mr. Gadoua – aye
Mrs. Grube – absent

B. Discussion on Brown Act Rules for Committee Assignments

Mr. Gadoua noted that we had a legal opinion drafted on this and we should follow their advice. Essentially the only standing committees we have are the LRPC and Finance/Budget. The Chief's Review Committee and Negotiations Committee need to be specific about the language we use.

Mr. Hemmendinger said the key language in Brown Act is "continuous subject matter" regardless when the committee meets. He also feels the LRPC typically has met when we have had specific subject matter. We have not met for a while until recently following Chief Thompson's retirement. We can certainly view this as an ad hoc committee. Mr. Peterson also feels that we can make this an ad-hoc committee unless there is continuing subject matter. Mr. Hemmendinger noted we can treat the LRPC as a standing committee and the chair would be responsible for the agenda and minutes. Mrs. Cozad said these tasks could also be assigned to someone in the committee. Ultimately, all committees are responsible for bringing information back to the Board. For standing committees, a written report should be included in Board packets, and the Chair of each committee is responsible to get an agenda out 72 hours prior to the meeting.

Consensus from Board to post agendas 72 hours prior for two committees, LRPC and Budget/Finance and a report will be in Board packets, per Brown Act requirements.

C. Creation of Ad-Hoc Committee To Hire Permanent Chief of District

The committee will be comprised of Mr. Gadoua, Mr. Peterson and Mr. Hemmendinger.

D. Discussion on Exploratory Meeting with Sonoma County Fire District

Chief Gossner commented that he met with Sonoma County Fire District members comprised of Chief Heine, his two Deputy Chiefs, along with BC Weihman and Captain Gromala. The meeting was held on Feb. 9 and last for 2 ½ hours. The members found we both have something to offer to one another, and so the next steps will be review of financials and a committee formation from both districts. We will lay out all the financials of both organizations and see if this makes sense before we go any further. This process generally takes 2-4 weeks. Once all this information is compiled, and if it makes sense to look at consolidation, then we start to develop an Incident Action Plan. The total process generally would take 1-3 years if everyone agreed.

VII. DIRECTION ON FUTURE AGENDA ITEMS

- **None**

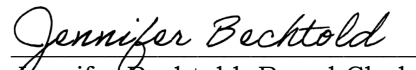
VIII. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:43 p.m.

Motion moved by Mr. Proteau and seconded by Mrs. Cozad.

Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Respectfully submitted,



Jennifer Bechtold, Board Clerk

Date Approved by Board:

March 16, 2022